

## **WEST DEREHAM**

### **ANNUAL PARISH MEETING REPORT 2016-17**

#### **West Dereham Parish Councillors**

NAME	ADDRESS	CONTACT
Mrs Pam Bullas (Neighbourhood Planning)	The Hollies, Station Road, West Dereham, PE33 9RR	501287
Mrs Claire Cann (Chair)	The Old Rectory, St Andrew's Walk, West Dereham, PE33 9RT	501540
Mr Tom Foy (Youth)	10 Church Road, West Dereham, PE33 9RF	501222
Mrs Lorraine Hunt (Vice-Chair)	Open View, The Row, West Dereham, PE33 9RH	07917-865025
Ms Paula Kellingray (Village Hall, Police and Finance)	9 Church Road, West Dereham, PE33 9RF	500256
Mrs Pam Walker (Youth)	Fiddlers Roof, The Row, West Dereham, PE33 9RH	501426
Ms Claire Williams (Footpaths)	6 Hilgay Road, West Dereham, PE33 9RW	500793

The locum clerk to the Parish Council is:

Mrs Helen Richardson Email: [clerk@westderehamparishcouncil.uk](mailto:clerk@westderehamparishcouncil.uk)

**Record of West Dereham Annual Parish Meeting  
held in West Dereham Village Hall on Wednesday 12 April 2017 at 7.30pm**

In the chair: Mrs Claire Cann - Chairman of West Dereham Parish Council.  
9 parishioners were in attendance and Borough Councillor Sandra Squire.

1. The Chairman of the Parish Council welcomed everyone to the Annual Parish Meeting.
2. Copies of the record of the 2016 Annual Parish Meeting had been delivered to all households in West Dereham and a copy was also available to view on the projector at the meeting on 12 April 2017. It was agreed that the report was a true account of the meeting held on 14 April 2016.
3. **Parish Council Report (given by Claire Cann)**

#### **General**

The PC has held 13 public meetings since last April; 3 attended by County Councillor Brian Long & 6 attended by Borough Councillor Sandra Squires.

Every household in West Dereham has been individually informed of each meeting via the monthly village magazine; dates & agendas of all meetings are on the two village noticeboards & the PC website.

Over the course of those 13 PC meetings 96 members of the public have attended.

The PC has maintained its full complement of 7 Councillors.

#### **Clerk**

2016/17 has been a tough year administratively which has required a great deal of dedication & resilience from Councillors. It has meant that projects such as the Neighbourhood Plan has been put on hold.

As a Quality PC we are required to have a CiLCA qualified Clerk; in August 16 our then Clerk resigned on health grounds; her replacement stayed 2 months before accepting another job offer & giving us just 2 weeks to find a replacement. We therefore had the expense of advertising twice. Helen Richardson stepped in as Locum Clerk, picking up the pieces & running with them – heartfelt thanks from us all.

On 10 April we held interviews again & appointed only the second “home grown” Clerk to live in the village in 20 years; we look forward to welcoming Peter King to the team.

#### **Precept**

In December 2016 after months of widely advertised opportunity for all villagers to contribute to discussion the Precept was set at £16.5k – a 0.9% increase at the current rate of inflation.

All financial transactions for the year to date are displayed at every PC meeting on the overhead screen.

The PC accounts are about to be presented to the Internal Auditor.

#### **Admin**

The PC has just received a grant under the new Transparency Code Funding for a new laptop & software to be chosen by the new Clerk.

#### **Policies & Procedures**

WDPC has more than 30 policies & procedures all of which are reviewed annually & all are on the PC website.

#### **Cemetery**

The PC Cemetery is now registered at the Land Registry.

The Garden of Remembrance has been completed & the stone benches & birdbath have been installed.

The Handyman's contracted hours have been increased to include maintenance of the Cemetery.

The new gates & pillars are in place; the old gates have been stored & the gap has been fenced & hedged.

## **Village Gateways**

All the new wooden village gateways have been installed & have had the 30mph signs affixed; one of the Lime Kiln Road ones was damaged by a tractor but has been repaired.

## **Allotments**

PC inspections took place on 4 June & 3 September 2016 and 7 January & 1 April 2017. The Allotment hedge was cut for free by Alexander Cann saving the PC the £500 quoted. A very useful meeting was held between the PC & Allotment holders on 3 September 2016; it is hoped to build on this with regular liaison.

## **Phone Boxes**

The 2 village phone boxes are now owned by the PC. Both have been repainted.

The damaged door to the Lime Kiln Road end of Church Road box has been removed; it will cost around £300 to replace so this project has been shelved for the time being,

## **SAM 2 Sign**

Parishioners were asked via the village magazine to suggest locations; the 5 sites are Hilgay Road, The Row, Church Road, Lime Kiln Road & Station Road. All poles are installed & the speed sign will be rotated amongst them. The new Clerk will need guidance on analysing the data.

## **Broadband**

The Broadband position in the village has improved on last year. The new Cabinet 9 is opposite the Hudson's Garage but there are still vastly differing changes in speed between properties.

The PC has requested as much data as possible from households to form an accurate picture.

## **Goalposts**

The PC selected Bonnets to make the galvanised multi-use goalpost & basketball hoop for the Recreation area. £1500 was received from the Village Trust towards the cost, the remainder of which was provided by the PC.

## **Grounds Maintenance Contract**

After a number of years, CGM pulled out of the grounds maintenance contract for the village. The PC looked at 4 quotes for the work & selected Holly Landscapes.

All of the new quotes were far more expensive than the former contract obliging the PC to both take money from other PC money allocations & reduce the village grass cutting. As a result, the PC had to drop cutting the churchyard grass which was the single most expensive cost.

## **Fly Tipping**

There had been a sudden rash of very serious fly tipping but the Borough Council was responding quickly.

## **Village Assets**

Councillors carried out their annual inspection on 1 April 2017.

There is a rolling programme to repaint all 10 bridges; those already repainted would be washed down. Once all the bridges had been repainted the programme would restart.

All 3 village noticeboards need cleaning & some rust treatment with Hammerite.

All 4 dog waste bins are in good condition.

The Bert Starling & Eddie Drew seats are in good repair – the Joyce Smith seat needs some attention.

Both post boxes & the bus shelter are in good condition.

The War Memorial railings need painting.

## **Consultation**

The PC uses the village magazine which is delivered to every household in the village every month to consult villagers.

During this reporting period parishioners have been asked to contribute on –  
The Garden of Remembrance twice;  
The positioning of SAM 2 twice;  
Suitable projects for Parish Partnership funding twice;  
Allotments policy once;  
The Precept three times;  
A defibrillator twice;  
Broadband connectivity once.

### **Glazewing**

This has been another unsatisfactory year for the village.  
Glazewing has had 2 fires & a fly infestation – all have affected parts or all of the village & parts of neighbouring villages.  
Glazewing has been served with 3 Breach of Condition Notices by Norfolk County Council.  
The PC has received complaints of -  
Stockpile heights exceeding 4.5 metres;  
Skips parked outside the Certificate of Lawful Use areas;  
Contravention of overnight parking in the haulage yard;  
Noise from the new plant reaching Hilgay Road;  
Foul smells;  
Working outside the permitted operating hours (7am-7pm Mon to Fri & 7am-5pm Sat) in the Waste Transfer Station yard.  
However, the Director/owner Jon Miles attended the pre PC meeting on 6 April ending Glazewing's self imposed exile from PC meetings since March 2012. He promised there would be no repeat of the fly infestation.

### **Thanks**

The PC Chair thanked her fellow Councillors for the hours they volunteered for their community & all the extra work they & their families carried out to help save the village money.

#### **4. Handyman Report (Report given by Roy Poole)**

Roy reported that he had taken on the role of Handyman in October 2015. He noted that as a result of a period of illness he was now catching up with his work. He continued to clear vegetation around many of the bridges in preparation to painting. He noted he had a list of jobs and that included three additional bridges that he was unaware of. He added that he was carrying out regular assessments of the Cemetery, recreation ground and allotments areas.

#### **5. Allotment Report for 2016 (report given by Helen Richardson, Locum Parish Clerk)**

It was reported that Richard French had retired as the Allotments Liaison Officer. It was stated that a replacement had not been found and an Allotments Liaison Officer was considered to be an essential point of contact with the Parish Clerk and helpful to particularly have an allotment user available for Parish Councillors' inspections.  
Plot 8 - It was reported that it was to be grassed over and to be used in the future as a car park area.

#### **6. Village Hall Report (written by Paula Kellingray given by Helen Richardson, Locum Parish Clerk)**

The Village Hall Committee is proud to inform everyone of the events and activities that have taken place over the last 12 months. The report, as usual, is quite long but we hope it is of interest as it highlights what we are achieving along with other community organisations for this village.

The regular events over the last year have included 11 coffee mornings (including 2 for the Royal British Legion Poppy Appeal), 10 bingos (including 1 working with St Andrew's Church) and 6 quiz nights.

Other events that have taken place include a retro weekend, Norfolk beer festival, car boot sale and Halloween party. We welcomed the village carol singers into the hall and served hot refreshments for them and held an Armed Forces Day event (now an annual event). We have also held a summer and Christmas draw that raised £350 for hall funds. A family fun day was held as a joint venture between St Andrew's Cre8 and the Village Hall teams.

Food events have included 6 fish and chip supper nights in aid of local charities and deserving causes. This year these suppers raised £1,297. The deserving causes this year included Spinal Injuries Unit (Queen Elizabeth Hospital), The Village hall, 1<sup>st</sup> Wereham and Wretton Scout Group and in addition to these, we also helped 2 teenagers to raise money towards their world challenges.

We have held 5 hog roasts, 7 barbecues (including 1 for Help 4 Heroes), 5 £5 supper nights on the following themes; bangers and mash, Italian, Salads, summer buffet and casseroles. Other supper nights have included a Burn's night, Chinese New Year, St David's Day and St Patrick's Day. These are to be followed on Sunday 23<sup>rd</sup> April when we are hosting a St Georges's Day lunch.

We are in the process of trialling Sunday lunches that we hope to roll out later in the year. Another new venture this year has been to offer in-house catering for your event. So far we have catered for 2 funerals and 1 wedding. This is something we hope to develop in the future. A huge thank you to everyone who helps with food events - we could not achieve this without you.

Live music events have included 60s tribute band Abbey Road 5, Adele tribute by Gemma B and a 40s evening with Timescape. This year we added a light supper to the above events thus increasing the audiences.

The hall's regular bookings include the Heritage Group, the Parish Council meetings held monthly and the U3A patch working and quilting fortnightly and a new venture called Café Cre8 held weekly. In addition to these over the last 12 months, we have had the following bookings: Cre8 (6 times), Royal British Legion West Dereham Branch for 3 meetings and the annual Remembrance Day lunch, Wissington Angling Club AGM, 3 funerals, 7 birthday parties, 3 wedding receptions (1 including a blessing), an election, the referendum, a Christmas party and hired the kitchen out twice this year to a catering firm who needed additional space.

The bar continues to prove a great asset to the hall, not only because it provides much needed funds but also in bringing people together socially. Once again our traditional Christmas Day, Boxing Day, New Year's Eve party and New Year's Day openings were extremely well attended. The bar opened 244 times this year which contributed £6,100 to the running of the hall. A huge thank you to all our bar volunteers, all our customers and to the groups who agree to use the bar facilities at their meetings. You have all helped to make the bar profits grow.

We are almost at the end but there is still a few things to do in the closing stages of this report.

Thank you to the Village Hall Committee without whom all the events above would not happen. On a personal note, Paula, as Chairman, Thanks you all for your help and support over the last 12 months.

The people involved at West Dereham Village Hall, whether committee or volunteers, see the hall as a village venture run by the community for the community. So if you feel you would like to get involved in any way the details of how to contact the Village Hall and when our meetings are held can be found in the Village Magazine.

As you can see from all you have heard tonight, the committee and volunteers work tirelessly to provide as many different events as possible but if there is anything else you would like to see happen, then please speak to us about how we can achieve it together.

AFTER ALL THIS IS YOUR VILLAGE HALL.

## 7. **West Dereham Village Trust Report (written by Pam Bullas given by Pam Walker)**

The Village Hall Committee is making regular repayments to the Village Trust following the large loan made to assist with the extension and improvement works to the Hall.

Money is gradually being paid to St Andrew's Church to assist them in the provision of a WC, as previously agreed, up to the sum of £5000. A further sum of £1500, which had been set aside for the provision of children's play equipment, has now been paid to the Parish Council. This, with funds from the Parish Council, is in the process of purchasing a multi-sport system which will replace the old goal posts on the playing field.

#### **8. West Dereham Heritage Group Report for 2014/15 (given by Jack Walker)**

Once again the group has had a successful, varied and busy year, due to the enthusiasm of both committee and Group members. They are heartily thanked for way the Group has again moved forward. We have had a varied and interesting programme involving guest speakers and visits to places of particular note.

We have also been able to answer several enquiries regarding property and people from the past. The Heritage room is always open on a meeting evening and a member of the committee would be only too happy to assist anyone who would like to trace events in and around the village. There appears to be an inexhaustible amount of subjects to research and the rest of this year has been fully planned. We are now looking at 2018 which is shaping up very well.

We have been going some eleven years and there is still so much more to do. If anyone in the village would like to join or ask us to look into a subject we would be pleased to hear from them. The group membership stays at about the same level. We have attracted a few new members but some older ones have either moved away or found it difficult to continue.

However it is not all work, we play as well by having a summer Bar-B -Q and Christmas social at our home, the Village Hall. Our thanks go to their committee for being so helpful and accommodating.

Another of the Group's successes is the amount of publications it has produced under the directorship of Mike Poole. These include the men behind the names on the War Memorial and the census returns. Already to hand are the 1861 and 1871 which will be available later this year and early next year will see the 1851 and 1841 published? The committee have worked hard to achieve this and I thank them for all the ideas and time they give. Every good unit needs an able secretary and treasurer and we certainly do have such members to keep us going along with the rest of the committee. Thanks to them in particular and you in general for all the support.

I look forward to the challenges of next year.

Jack Walker (Chairman)

#### **9. West Dereham Royal British Legion (given by Nick Cann)**

West Dereham Branch's first official year was from 1 September 2014 to 31 August 2015 with a membership of 16. In April 2016 I reported that the membership of the Branch had increased to 23. I can now report another increase, to 28. We are now in our third year.

Four meetings are held annually in the Village Hall, on the 2<sup>nd</sup> Sundays in March, June and September (AGM), all minuted. The March and September meetings conclude with a sandwich lunch while the June meeting is followed by a lunch in a local hostelry. The fourth meeting is held on Remembrance Sunday, the 2<sup>nd</sup> Sunday in November, without minutes. A Service of Remembrance starts at the War Memorial at 11.00 am and then continues in St Andrew's Church. Afterwards, there is a seated lunch held in the Village Hall. Anyone from the village or St Andrew's congregation attending the Service of Remembrance is most welcome to join in and attend the lunch. 32 attended the lunch on 13 November.

Peter Starling has continued in his role as the Branch Chairman following in the footsteps of his father, who was the former Branch's Secretary in 1955. Jack Walker is the Vice Chairman. Nick Cann acts as Branch Secretary and Treasurer but the role of Treasurer will soon pass to another, at the end of the current Legion financial year. Tom Foy is the Standard Bearer, Richard French and Lorraine Hunt act as the Branch Welfare Officers and Paula Kellingray is the Poppy Appeal Co-ordinator. £700 collected will now be paid into the Earl Haig Poppy Appeal Fund.

Initially, West Dereham was able to use its Standard from the 1950s and 60s when the village was a sub-Branch of Downham Market and District. This Standard was not 'laid up' after the sub-Branch closed. A new Standard was purchased in May 2016 and a Service of Dedication held in St Andrew's Church on 9 September with Rev Ken Waters presiding. Attending this service was the Chairman of Norfolk County and representatives from other Norfolk Branches including four Standards. A celebratory lunch followed in the Village Hall attended by 40. Photographs are now displayed in St Andrew's Church and the Village Hall.

Our Standard Dedication service was reported locally in several newspapers and periodicals. Nationally, West Dereham made front page news in the Royal British Legion's quarterly magazine 'Legion' which featured a 2-page article on our Standard Bearer, Tom, entitled "The RAF Corporal who carries the Standard for his Branch". Two months after the 'Dedication', Tom was on parade again with the Standard in front of HM The Queen for the Festival of Remembrance at the Royal Albert Hall. At the Norfolk County Annual Conference on 4 February, West Dereham received the CW Lex Cup for Progress and Efficiency by a Junior Branch in 2015-16.

Our last meeting co-incided with the 100<sup>th</sup> Anniversary of the capture of Vimy Ridge, 10 km North of Arras, in Northern France. Our June meeting will coincide with the capture of the Messines Ridge, South East of Ypres when 19 mines containing 600 tons of HE were exploded beneath the German trenches at the start of the battle. 10,000 were estimated killed in the explosion, heard by Lloyd George in Downing Street.

Any person over 17 years of age who accepts the aims and objectives of the Royal British Legion may become a member and the annual membership subscription is currently £17.00.

#### **10. Saint Andrew's Church Report (given by Graeme Pressley – Church Warden)**

The past 12 months has been a quiet time for us here at St Andrew's, we have a Church that is in a great condition structurally, has no leaky roofs apart from the vestry which needs some work to tidy up poor workmanship from earlier times. The heating system is working well since its service and adjustments. The windows are complete apart from one diamond pane needing replacement. We have been carrying out building work in the nave where we have been building the new toilet and organ platform.

This building work is going slowly as it is all being carried out by volunteers who have to fit in work at the church around busy lives. The main structure is complete and tiling of the walls is being carried out. However, we have done a great deal of work and thanks must be given to all those who helped with the building work, drainage work and decorating that has been going on. Thanks, must also go to the Village Trust who are giving some financial support to the project.

The work we hope to complete over the next year is the toilet, re wiring the church and fitting new lighting and sound systems to the nave and chancel. We now have no one cutting the grass due to the financial squeeze that affects all local government and we are looking for quotations for contractors to cut the Church yard. If you know someone or think you could carry out the work please see me for more details.

The Church is not just a building and this year has seen a steady growth in the congregation with over twenty being a regular Sunday attendance. We now have regular prayer groups, bible study groups, an Alpha course and Lent Study groups. Cre8 organised by the unstoppable Janet is now a lively regular group meeting at the Village Hall, a coffee morning and could be toddler group. The ministry Family as they call themselves led by Ken allows us to have regular

organised worship every Sunday and meeting and mixing with the other Parishes in our group. We have a warm welcome to all on Sundays and you are urged to come and see us as soon as possible while we have room in the pews.

Overall, being the Churchwarden is always a pleasure at St Andrew's, it is a mixture of joy at Weddings, respect tinged with sadness at funerals and a great feeling of wellbeing at our Sunday worship combined with worry about storm damage, leaves blocking the gutters and drains, kerbing being knocked over by grass cutters, doors damaged by vandals and petty theft by others. Thankfully, the vandalism was very minor as was the thievery where someone took our hymn numbers box which was made from the wooden reading stand used by John Wesley when he preached at St Andrew's, minor, but upsetting in the loss of an irreplaceable artefact.

Thank you for listening to my ramble through the last year at St Andrew's and may God bless you all through the next year.

Graeme Pressley  
Church Warden

#### 11. **Public Forum**

The Chairman thanked everybody for attending and commented that she felt this was a healthy set of reports and said thank you and well done to all.

#### **West Dereham Parish Council**

#### **Dates of Meetings**

West Dereham Parish Council meets monthly, 11 times a year, usually on the first Thursday of each month with the exception of January. Meetings are held in the Village Hall. Agendas for meetings are posted on the Parish Council notice boards and on the Parish Council's website. Every household in the village receives monthly notifications of the meetings including Parish Council news.

**Meeting dates for the remainder of 2017 are:**

**Thursday 3 May**

**Thursday 1 June**

**Thursday 6 July**

**Thursday 3 August**

**Thursday 7 September**

**Thursday 5 October**

**Thursday 2 November**

**Thursday 7 December**

**Meetings start at 7.30pm unless otherwise agreed**  
*No meeting is held in January*